

## Fees and Receipting

Newly Elected County Recorders  
Training  
December 2012

### Recording Fees

- Authority for recording fees received
- Handling various types of payments received
- Making deposits
- Remittance of collections

### Authority for Recording Fees

- IC 36-2-7-10
- IC 36-2-7-10.1
- IC 5-14-3-8

## Types of Payments Received

- IC 36-1-8-11
  - Cash
  - Checks
  - Debit and Credit Cards
  - Money Orders
  - Electronic Funds Transfer (EFT)
  - Other financial instruments as approved by the county council
- Accounts Receivable and Escrow Accounts

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## Making Deposits

- IC 5-13-6
- Daily Deposits Required
- Designated Depository
- Board of Finance and County Investment Policy.

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## Remittance of Collections

- County General Fund
- Recorder's Record Perpetuation Fund
- Surveyor's Corner Perpetuation Fund
- Identification Security Protection Fund
- Enhanced Access Fund
- Affordable Housing Fund
- Local Housing Trust Fund
- County Elected Officials' Training Fund

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